

**Providence Tourism Council  
d/b/a Providence Convention Authority  
Minutes to Board of Directors meeting**

**Thursday, February 11, 2016  
4:00PM**

**Providence Preservation Society  
Old Brick School House: 24 Meeting Street, Second Floor  
Providence, RI 02903**

**Members Present:** Socrates Ramirez, Alex Gorriaran, James McCarvill, Jennifer Bramley, Meg Clurman, Rick Simone, Eric Churchill, James Paulon

**Also Present:** Susann DellaRosa (accountant), Susan Leach DeBlasio (legal counsel), Krisen Adamo, Martha Sheridan

**I. Call to Order** Jennifer Bramley, Chair, called the meeting to order at 4:07 pm

**II.** Ms. Bramley welcomed and thanked Providence Preservation Society for hosting. Introduced Brent Runyon, Executive Director of Providence Preservation Society. Mr. Runyon welcomed and gave brief history of building, then introduced Sara Santos, Director of Development and External affairs.

Ms. Santos gave a brief history of PPS. She explained that Heritage Tourism is a major concern in their present strategic planning; introduced concept behind the 60<sup>th</sup> Anniversary Bash being held in conjunction with this year's Festival of Historic Houses; discussed the "Mile of History" project, and how a fall event will raise funds to make this permanent contribution to the city. Third floor meeting room holds 30, and is available for use by the community at no cost.

**III. Minutes of previous meeting** Motion to approve minutes was made by Rick Simone, seconded by Alexis Gorriaran. Motion carried unanimously.

**IV. Financial Report** Susann DelllaRosa presented balance sheet, which is on budget. Meg Clurman motioned to accept report, Eric Churchill seconded. Motion carried unanimously.

**V. PWCVB Marketing Report** Kristen Adamo presented written report. Highlights included: new website debut in December, more location friendly, many mobile improvements; 80 Restaurants partnered with CVB for Providence Restaurant Weeks; big push for March Madness, starting with Selection Sunday; 11 info centers planned for the weekend of March madness.

**VI. Policies and Procedures Report** Mr. Gorriaran reported on website progress, final edits in review for content. Mr. McCarvill motioned to allow Mr. Gorriaran to edit as needed in consultation with counsel. Mr. Simone seconded. Motion carried unanimously.

**VII. RFP Committee Discussion** Mr. Simone reported that Lou Hammond is willing to extend contract at a reduced rate for duration of RFP process. Goal is to put out RFP in June, returns in July, contract decision in September. Motion to extend Lou Hammond contract at a lower rate for the duration of the RFP process made by Mr. Churchill, Mr. McCarvill seconds. Motion carried unanimously.

**VIII. Grant Committee Report** Mr Gorriaran reported on the following grant recommendations:

**Eat Drink RI Festival: \$7500-** Mr. Churchill motioned to approve, Ms. Clurman seconded, Mr. Gorriaran recused. Motion passes unanimously.

**Federal Hill Commerce Association: \$15,000-** Mr. Churchill motioned to approve, Mr. McCarvill seconded, Mr. Simone recused. Motion passed unanimously.

**New England Family Fun Festival: \$10,000-** Mr. Churchill motioned to approve, Mr. Simone seconded. Motion carried unanimously.

**Rhode Island Pride: \$25,000-** Mr. Churchill motioned to approve, Mr. Simone seconded, Mr. Gorriaran recused. Motion carried unanimously.

**IX. Adjournment** Motion to adjourn made by Mr. Churchill, seconded by Ms. Clurman. Motion carried unanimously. Ms. Bramley adjourned meeting at 5:19 pm.